

Kentucky Behavioral Health Planning and Advisory Council
Membership Committee
February 16, 2017 1:00-4:00PM
Kentucky Transportation Cabinet, 200 Mero Street, Room C-122
Frankfort, Kentucky

Members Present: Rebecca Burton, LeeAnn Kelley, Gayla Lockhart, Steve Lyons, Sherry Sexton, Brandon Kelley, Jeanette Rheeder, Peggy Roark

Staff Present: Michele Blevins, Christie Penn, Melissa Runyon

Topic	Discussion	Next Steps
Welcome and Call to Order	Gayla Lockhart welcomed everyone and called the meeting to order at 1:07 PM. She announced that the committee Chair, Mary Singleton, is currently recovering her health and has announced that she plans to submit a letter of Council resignation prior to the March meeting. As well as being the Membership Committee Chair, Mary is also the Council Vice Chair. Gayla also announced that Betty Jo Moss has decided against reapplying for another term of membership. Members remarked upon Mary and Betty Jo's many years of dedicated service to Council. Participants introduced themselves.	
Discussion & Review of Membership Applications	<p>Gayla discussed the importance of confidentiality for the committee's work. To maintain confidentiality, members returned all copies of the membership applications to staff.</p> <p>The committee reviewed membership applications to confirm that all applicants are not full-time employees of a state agency or a full-time provider/employee of a behavioral health provider agency. Staff placed a call during the meeting to confirm one applicant's status. After a brief discussion, members decided the applicant does meet the Council membership criteria.</p> <p>Members reviewed and discussed sixteen membership applications in the following categories:</p> <ul style="list-style-type: none"> • Parents/Guardians of a Child with Behavioral Health Challenges (5 vacancies) – 3 applications (1 applicant qualifies for more than one membership category) • Family Members of an Individual in Recovery (3 vacancies) – 9 applications (4 applicants qualifies for more than one membership category) • Individual in Recovery (3 vacancies + 1 anticipated resignation vacancy) – 7 applications (3 applicants qualifies for more than one membership category) • Young Adult in Recovery (1 vacancy) – 1 application <p>Sherry Sexton made a motion to recommend the following individuals as representatives of Parents/Guardians of a Child with SED at its March 16th meeting:</p> <ul style="list-style-type: none"> • Rebecca Burton • Maggie Krueger • Linda Lucas <p>Peggy Roark seconded. Motion passed.</p> <p>Members then reviewed applications for individuals in recovery from mental health and/or substance use disorders, family members of an individual in recovery, and a young adult in recovery. Voting was conducted by paper ballot. Rebecca Burton</p>	<p>The committee's recommendations will be presented to the Council during the</p>

	<p>made a motion to recommend at the 3-16-17 Council meeting the following individuals as representatives of Family Members of an Individual in Recovery:</p> <ul style="list-style-type: none"> • Shelley Elswick • LeeAnn Kelley • Becky Clark <p>And the following individuals as representatives of Individuals in Recovery from Mental Health and/or Substance Use Disorder:</p> <ul style="list-style-type: none"> • Betty Middleton • Sherry Sexton • Gayla Lockhart • Kyle Burchett (1 year term to complete term of resignation vacancy) <p>And finally, the following individual as representative of a Young Adult in Recovery from Behavioral Health Disorders:</p> <ul style="list-style-type: none"> • Brandon Kelley <p>Sherry Sexton seconded. Motion passed.</p> <p><i>Note: There are two open slots for a Parent/Guardian of a Child with Behavioral Health Challenges because not enough candidates applied to fill the available seats.</i></p>	<p>next quarterly meeting on March 16, 2017.</p> <p>The two remaining vacancies will be advertised again and additional membership applications considered in the future.</p>
Nominations for Vice Chair	<p>Missy read Article IV, Section 4 of the Council Bylaws to remind everyone of the nomination and approval process for officers. Gayla clarified that this nomination is for a one-year term to fulfill the remainder of the current Vice Chair term. Members made two nominations for the office. Members voted by paper ballot and recommended Maggie Krueger serve as Vice Chair of the Council for one year.</p>	<p>The committee's recommendations will be presented to the Council during the next quarterly meeting on March 16, 2017.</p>
Council Brochure and Member Handbook	<p>Missy Runyon discussed the review process the member handbook and Council brochure went through to ensure approval by the Department for Behavioral Health, Developmental and Intellectual Disabilities and Cabinet for Health and Family Services Office of Communications. They requested staff include the Unbridled Spirit logo on both documents as well as make a few grammatical and spelling updates.</p> <p>The Council's meeting calendar is now available on the website. As soon as staff revise the brochure and handbook, they will add it to the website.</p>	<p>Staff: Revise brochure and handbook. Add to webpage.</p>
Member Orientation	<p>Missy discussed the Member Orientation and the importance of new members attending. Staff has a plan in place to ensure applicants are reviewed and appointed by Commissioner Morrisas quickly as possible and receive an invitation to the Member Orientation as early as possible this year. Missy asked members to email her if they would like to be a presenter for the Member Orientation. Once presenters are established, Missy will set up a conference call to discuss the training.</p>	<p>Missy is lead staff for the orientation planning. Please contact her at Melissa.Runyon@ky.gov if you would like to be a presenter. Gayla volunteered to revise the cultural diversity section.</p>
Adjournment	<p>Rebecca Burton made a motion to adjourn at 3:43 PM. Peggy Roark seconded. Motion passed.</p>	<p>Member Orientation April 19.</p>